

MINUTES – WAYLAND SCHOOL COMMITTEE

Regular Meeting – May 6, 2019

A Regular Meeting of the Wayland School Committee was held on Monday, May 6, 2019, at 7:00 P.M. in the School Committee Room of the Wayland Town Building.

Present were:

Jeanne Downs, Chair
Ellen Grieco, Vice Chair (arrived at 7:19 p.m.)
Nate Buffum
Kim Reichelt
Kathie Steinberg

Also:

Arthur Unobskey
Superintendent

Parry Graham
Assistant Superintendent

Richard Whitehead
Director of Student Services

Susan Bottan
Director of Finance & Operations

Also:

Heath Rollins, Athletic Director
Chang Liu, China Exchange Coordinator and Mandarin Teacher
Sarkis Sarkisian, Town Planner

Chair Jeanne Downs convened the regular session at 7:02 p.m.; the meeting was recorded by WayCAM.

1. Comments & Written Statements from the Public:

Alexia Obar asked about the possibility of WHS students being able to ride on an early morning elementary bus to school if they wanted to get extra help, similar to a possible joint ridership for METCO high school students.

Brud Wright of the Recreation Commission asked the School Committee if they would consider transferring the Alpine parcel into the trust of Recreation. He briefly explained why he made this request.

2. Matters not Anticipated by the Chair (out of order):

Arthur introduced Tony Laing, the new METCO Director. Mr. Laing briefly spoke about some of the ideas he has for the METCO Program.

3. Educational Matters:

(a) WHS Athletic Schedule Update:

Athletic Director Heath Rollins shared the fall athletic schedules with the School Committee given the change in school start times. Due to limited field space and daylight savings, a varsity level field will not be available for soccer, field hockey, or football during the fall season, so adjustments were made to the schedule. The home schedule of games beginning at 4:00 will not change. However, opposing teams have been asked to adjust their schedules. Away games will begin any time between 4:15 to 5:00, depending on the town to which the teams travel, and some towns will require Saturday games. There is a possibility that some varsity and JV teams could play simultaneously. Heath explained in more detail.

Areas of concern include increased day-to-day traffic causing the delay of buses to pick up the students and getting to the games on time, as well as the golf team's practices and matches, given that the golf courses can only be used before 3:00. Heath also commented on the freshmen schedule for junior varsity games and practices.

(b) Superintendent's Report:

- *China Trip Update:*

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Chang Liu shared a brief film with the School Committee that she produced while in China documenting the five students who are exchange participants of the eight-week China Exchange Program, as well as their teacher/chaperone Brian Reddington and Arthur who spent about 7 days with the students. Chang commented on the uniqueness of this exchange program, and she asked the School Committee in terms of what they would like to see and hear from the students when they return and present to the School Committee in June. A discussion ensued in this regard.

Chang distributed a signed partnership agreement between the Wayland Public Schools and JSYY Beijing School as this program moves forward since the Chinese students did not come to Wayland this year.

Arthur and Chang briefly spoke about their experiences and impressions during their stay in China, including the excitement of the host families and the children of having the Wayland delegation present.

- *Administrative One-Day Retreat:*

The administrators met at Framingham State Alumni House having several topics to discuss as part of a three-year plan and in preparation for their August retreat. Arthur described those discussions that included ways in which to engage Pre-K to 12th grade students to enjoy and be connected to school, as well as engaging the reluctant learners. On June 3, Richard will address Social Emotional Learning and the efforts taken to build the capacity for staff to engage all the students. The principals will present to the School Committee on June 17.

- *Equity – Next Steps*

There are four components to making these plans possible and inviting and equitable for all students.

- Making professional development available for all staff with the expectation that all staff will implement what they have learned with students of different races and cultures;
- Forming a parent advisory group and providing training for them as well, so they can discuss, advise, and advocate in the community;
- Identify an academic achievement gap issue that will be solved within three years;
- Diversify the staff with the help of a DESE grant

Parry addressed and explained how the \$11,800 grant will be used to create a more diversified staff, such as building a database to identify METCO graduates and out-of-state travel for recruitment purposes. The grant was recently approved, and Parry reached out to four colleges/universities. However, given the time of year, the outreach is challenging. Parry noted the timeline in which to access the monies. DESE has confirmed that this grant will be available in future years.

Arthur noted that the Wayland Public Schools Foundation has awarded a grant to the district for a diversity coach.

- *School Start Times Update:*

Arthur updated the School Committee on the status of providing BASE to current subscribers and those on the current waiting list. The hiring process is still continuing, and the YMCA will provide three staff at each building that will fall under the leadership of Pat Keefe. It is hopeful that every family will be accommodated. BASE currently serves approximately 320 students, 80 were on the waiting list and an additional 120 have signed up. The before school BASE program is doing well.

Eight classrooms will be needed in four buildings. Arthur addressed the issue of using classrooms when teachers need the time to set up for the following day. Students in Kindergarten through Grade 3 will remain in their schools and 4th and 5th graders will be bussed to the Middle School.

- *Boston Resident Students:*

A total of two elementary busses with monitors will accommodate the morning Boston to Wayland routes. In addition, if high school students would like to get extra help prior to the start of classes, they can get on one of these busses. It is unclear at this time if a similar option will be available to Wayland students. Arthur added that breakfast will be offered for the Boston elementary students. Arthur added that a plan is being developed whereby elementary Boston students will be enrolled in BASE for one hour after school to accommodate working parents, so the students can arrive in Boston at the same time that they do now.

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This service will be funded by the METCO grant.

- *Faculty Meetings and Professional Development:*

A WTA Memorandum of Agreement was approved by the School Committee that outlined an additional personal day for teachers in exchange for attending eight faculty meetings. There will be substitute teaching costs as a result.

To accommodate extended professional development time for teachers, Parry proposed four Wednesdays that will be earlier release days. They are as follows: September 18, 2019, November 20, 2019, January 8, 2020 and February 26, 2020. The dismissal times are as follows:

- Elementary – 11:30 a.m.
- High School – 12:15 p.m.
- Middle School – 12:20 p.m.

Lunch will not be served, but BASE will be in session. A discussion ensued regarding the January and February dates and professional development for The Children's Way.

Upon a motion duly made by Ellen Grieco, seconded by Kim Reichelt, the School Committee voted unanimously (5-0) to approve the half Wednesdays presented by Parry.

- *Communication:*

The School Committee discussed sending out a collaborative communication to the community and the staff updating the progress of many areas related to the change in school start times. Jeanne and Arthur will develop a format and the School Committee will continue its discussion on May 20.

- *Transportation:*

Susan updated the School Committee on the status of bus transportation for next year. The registration process ended on March 31, and there were 150 fewer registrations than last year. Elementary bus routes are nearly complete, and the secondary bus routes are in the process. The goal is to make the high school and middle school routes as efficient and as short as possible, so that busses can pick up athletes for sporting events. Susan explained further. All routes will be submitted to Transfinder for its review, as well as getting input from public safety regarding the routes. Routes should be published online by June 7. Finally, work is being done to find efficient routes for Boston students.

- *Clubs:*

There is no update at this time.

4. Special Matter (out of order):

(a) Discussion with Town Planner regarding Wireless Monopole, 264 Old Connecticut Path:

Town Planner Sarkis Sarkisian and the School Committee discussed the proposed placement of a Verizon wireless monopole, for which there is a great need, at Wayland High School. There has been much discussion and controversy over the past few months to place a monopole at the Wayland Rod & Gun Club. As a result, 89 Stonebridge Road was presented as a second option, also with some controversy. The third option is at Wayland High School whereby a light pole would be replaced with a monopole and a light fixture and would provide a dual purpose. This location is also the furthest from any residential neighborhoods. Mr. Sarkisian addressed and described the locations of the two layover districts in Wayland that are not conducive to the installation of cell towers. He displayed a diagram of the proposed location.

Mr. Sarkisian suggested 24-hour security cameras on the monopole, negotiating with Verizon for repeaters and wi-fi, as well as the possibility of an access road to the softball field. The monopole would be owned by Verizon, but would pay lease payments to a Town Department.

A site visit with Verizon was discussed, as well as the possibility of a balloon test. The goal is to have a decision within the next two months in terms of a location for the monopole. Currently, Verizon has submitted an application to the Zoning Board of Appeals. The School Committee will continue its discussion on May 20.

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5. **Financial Matters:**

(a) High School Master Athletic Plan – Next Steps:

Jeanne confirmed that the master athletic plan was supported and the vote passed at Town Meeting. The procurement process is beginning with the low bidder.

(b) Approval of Invoices for the Loker School Project from G.V.W. Inc., Strategic Building Solutions, dba Colliers International, and CBI Consulting, LLC:

The Permanent Municipal Building Committee approved the invoices for payment at its last meeting.

Upon a motion duly made by Kathie Steinberg, seconded by Kim Reichelt, the School Committee voted unanimously (5-0) to approve the invoices for the Loker School Windows and Doors Project as presented tonight.

6. **Policy Matters:**

(a) Review of Policies to Put Out for Public Comment:

- BEDH – Public Comment at School Committee Meetings
- DIF – Anti-Fraud and Whistleblower Policy

This agenda topic was passed over.

7. **Administrative/Procedural Matters:**

(a) Discussion regarding Diversity Training:

Since the school district is embarking on diversifying its staff, Jeanne asked the School Committee members if they were interested in participating in diversity training. Jeanne will look into hiring a training consultant moving forward.

(b) Review and Discussion of any Outstanding Document and/or Minutes Request:

There have been no outstanding document and/or minutes requests since the last meeting.

(c) Review and Discussion of any Outstanding Open Meeting Law Matters:

There are no outstanding Open Meeting Law matters at this time.

(d) Discussion of School Committee Communications and Information for The Buzz:

Kim will write a summary of this evening's meeting for The Buzz. It was suggested that the School Committee appear on The Buzz prior to the start of the school year 2019-2020 to discuss the new school start times.

(e) Discussion regarding Superintendent Annual Performance Evaluation Process, with a Focus on Goals 1 and 2 (Student Learning and Professional Practice, including Feedback on All Aspects of the Superintendent's Performance:

Jeanne informed the Committee that the one-page summary related to the members' interviews will be shared and discussed at the May 20 meeting, given that this new process is taking longer than anticipated.

Arthur reviewed the format and structure of the evaluation-related binder he provided to the School Committee.

Goal 1 (Elevating Achievement): The focus of Goal 1 is elevating achievement and engaging students to their fullest potential. Examples were provided and information to achieve this goal was gathered through Learning Walks at each school. Middle School Learning Walks are in support of the standards based grading system.

The School Committee asked questions about the learning walks at the elementary level in terms of differentiating students who are at different levels of learning. Arthur provided examples of teaching at certain levels and noted that scheduling professional development time for teachers is a challenge. Parry added to the experience of the debriefing sessions.

Goal 2 (Evaluations): The focus of this goal is to maximize principals' time to coach teachers and minimize the amount of time they spend writing evaluations. In other words, the goal is to streamline the evaluation process. Arthur described this process so principals would only spend one hour writing an evaluation. Parry described his sense of how the principals' feel about the current process and the new process moving forward.

Goals 3 and 4 will be discussed on May 20.

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8. **Consent Agenda:**

(a) Approval of Accounts Payables & Payroll Warrants:

- Wayland Public Schools Accounts Payables Warrant, dated May 6, 2019, in the amount of \$359,273.26
- Wayland Public Schools Accounts Payables Student Activities Warrant, dated May 6, 2019, in the amount of \$77,550.72
- Wayland Public Schools Payroll Warrant, dated May 8, 2019, in the amount of \$1,522,138.39

(b) WHS Trip to Italy in April 2020

(c) Approval of Minutes:

- Regular Session of April 8, 2019
- Special Session of April 29, 2019

Upon a motion duly made by Kathie Steinberg, seconded by Ellen Grieco, the School Committee voted unanimously (5-0) to approve the Consent Agenda.

9. **Executive Session:**

Upon a motion duly made by Jeanne Downs, seconded by Nate Buffum, the School Committee voted unanimously (5-0) to enter Executive Session at 9:43 p.m. for the purposes of discussing a residency matter, as permitted by M.G.L. c.30A, §21(a)(7), in order to comply with the Family Educational Rights and Privacy Act, 20 U.S.C., §1232g; and the Massachusetts Right to Privacy Law, M.G.L. c.214, §1B; and voting to approve the following Executive Session minutes: April 22, 2019, as permitted by M.G.L. c.30A, §22. A roll call vote was taken as follows:

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Jeanne Downs, Chair	X	
Ellen Grieco, Vice Chair	X	
Nate Buffum	X	
Kim Reichelt	X	
Kathie Steinberg	X	

The School Committee will be joined by Arthur Unobskey, Superintendent of Schools, and Diane Marobella, recording secretary.

10. **Adjournment:**

Upon a motion duly made by Jeanne Downs, seconded by Kathie Steinberg, the School Committee voted unanimously (5-0) to adjourn at 10:09 p.m.

Respectfully submitted,

Arthur Unobskey, Clerk
Wayland School Committee

Corresponding Documentation:

1. Agenda & Backup Information
2. Wayland-Beijing JSYY Branch Exchange Partnership Agreement
3. Communication from Town Planner re: Wireless Monopole
4. Memo from Ben Keefe for Invoice Approval
5. WHS Field Trip Approval for 2020 Italy Trip
6. Accounts Payable & Payroll Warrants
7. Regular Session Minutes of April 8, 2019
8. Special Session Minutes of April 29, 2019
9. Executive Session Motion